

**BY ORDER OF THE COMMANDER
AIR FORCE ROTC (AETC)**

AFROTC INSTRUCTION 36-2024

9 MAY 2005



Personnel

AFROTC DETACHMENT CADRE FITNESS PROGRAM

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: HQ AFROTC/DOTD
(Capt Robert C. Swenson)
Supersedes AFOATSI 36-2904, 11 April 2002

Certified by: HQ AFROTC/DOT
(Maj Kevin J. Basik)
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This instruction implements AFI 10-248, *Fitness Program*, for personnel assigned to Air Force Reserve Officer Training Corps (AFROTC) detachments. It establishes a mandatory fitness requirement and program for all detachments. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123, *Management of Records*, and disposed of in accordance with the Air Force's AFRIMS Records Disposition Schedule (RDS) (available at <https://afrims.amc.af.mil>).

SUMMARY OF REVISIONS

This instruction is entirely revised in accordance with AFI 10-248. All references to the previous AFI are deleted. The previous instruction requirements for monthly fitness participation, documentation, and reporting to HQ AFROTC are revised. Waiver request procedures are entirely revised (para 1.2.). Responsibilities for all applicable personnel have changed. Additions include the new responsibilities of the Unit Fitness Program Manager (UFPM) (para 2.4) and Physical Training Leader (PTL) (para 2.5). Attachments 2 and 3 are changed from Individual Fitness Sheet and Detachment Monthly Fitness Log to Sample Detachment Waiver Request (Atch 2). A star (★) indicates revised information from the previous version.

1. General Information

- ★1.1. Purpose. Many detachments in AFROTC are geographically separated from facilities equipped to administer the Air Force Fitness Assessment. However, AFI 10-248, *Fitness Program*, specifies that all Air Force personnel must be physically fit to support the Air Force mission. To ensure personnel maintain an appropriate level of physical fitness, this instruction establishes a mandatory fitness program for AFROTC detachments. It also gives specific guidance regarding fitness assessment testing.

1.2. Waivers and Exemptions.

1.2.1. The AFROTC commander is the sole authority for granting waivers and exemptions to the requirements of this instruction.

★1.2.2. Detachments located in areas of extreme weather conditions may request a waiver from the AFROTC National Commander to use indoor tracks and or cycle ergometry in lieu of an outdoor 1.5 mile run. The waiver request must specify periods of time detachment personnel are unable to complete the run test safely. All requirements outlined in AFI 10-248 must be met in order to qualify for a waiver

★1.2.3. A sample waiver request is located at Attachment 2.

2. Responsibilities

2.1. AFROTC National Commander is the waiver authority for the provisions of this instruction.

★2.2. AFROTC Region Commanders collect all Air Force Fitness Assessment results from their region and enter into the Air Force Portal.

2.3. AFROTC Detachment Commanders:

2.3.1. Establish and sustain the AFROTC Cadre Fitness Program. The detachment commander is ultimately responsible for the successful execution of the AFROTC Cadre Fitness Program at their detachment.

★2.3.2. Appoint a Unit Fitness Program Manager (UFP) and Physical Training Leader (PTL). Depending on the size of the detachment and the number of cadre, the UFP and PTL can be the same person, but an alternate PTL will need to be appointed if the number of cadre is greater than 10.

2.3.3. Provide the detachment's host base Fitness Program Manager a copy of the detachment's waiver.

★2.4. AFROTC Detachment UFPs:

2.4.1. Complete UFP training within 45 days of appointment.

2.4.2. Oversee the administration of the fitness program for the detachment.

2.4.2.1. Administer fitness screening questionnaire.

2.4.2.2. Work with the PTL to schedule detachment cadre for fitness assessments.

2.4.2.3. Notify detachment commander of members failing to participate and attend fitness sessions and assessments.

2.4.2.4. Coordinate with Detachment PTL on tracking cadre participation.

2.4.3. Provide fitness assessment results to respective Region Commander.

★2.5. AFROTC Detachment PTLs:

2.5.1. Attend an initial PTL course instructed by the host base HAWC staff prior to implementing the unit fitness program.

2.5.2. Complete Cardiopulmonary Resuscitation (CPR) training. Automated External Defibrillator (AED) training is also required IAW AETC Supplement 1 to AFI 10-248.

2.5.3. Oversee and administer unit fitness assessments.

2.5.4. Coordinate with UFPM and oversee detachment physical training activities.

★2.6. AFROTC Detachment Personnel:

2.6.1. Attend detachment physical training activities.

2.6.2. Attend and complete annual fitness assessment scheduled by the UFPM.

2.6.3. Provide individual fitness information to the UFPM.

3. AFROTC Cadre Fitness Program

★3.1. Applicability. The AFROTC Cadre Fitness Program is mandatory for all cadre personnel assigned to AFROTC detachments.

★3.2. Description.

3.2.1. To ensure all AFROTC cadre maintain an optimal fitness level, they must perform a minimum of three fitness sessions per week. At least one session will be conducted as part of a cadre unit PT program. This session can be either a detachment cadre session or participation in the cadet PT sessions IAW AFROTC MAN 36-201. For all unit sessions, cadre will sign in and or be accounted for during these activities. The other two sessions can be individual activities and or additional participation in the unit PT program.

3.2.2. The detachment cadre will track their monthly individual progress and submit the information to the UFPM at the end of each month.

3.2.3. Safety is a critical consideration during all of these activities. The Detachment Commander, UFPM, and PTLs should ensure safety items and actions are accomplished prior to, during, and after the activities.

★3.3. Fitness Assessment Procedures.

3.3.1. Participants will complete a Fitness Screening Questionnaire (AFI 10-248, Attachment 4) prior to their fitness assessment.

3.3.2. The UFPM and PTLs will schedule annual fitness assessments between 1 May and

30 Sep each year. Depending on the size of each detachment and schedule conflicts, multiple assessments should be scheduled during this time period. Detachments should schedule a minimum of two sessions during this time period.

3.3.3. The UFPM and PTL will conduct the fitness assessment in accordance with guidelines set forth in AFI 10-248.

3.3.4. Each detachment will submit the results to their respective region commander's office. Region Offices will then enter the results into the Air Force Portal no later than 10 working days after the date of receipt.

3.4. Compliance.

★3.4.1. Individual participant compliance is met if the individual attends one unit PT activity each week, unless the local commander dictates otherwise.

3.4.1.1. Personnel are exempt from program compliance in the months in which they arrive or depart the detachment as a PCS.

3.4.1.2. Personnel are exempt from program compliance for one week when placed on medical profile preventing physical activities for at least 3 days during that week.

★3.4.1.3. Personnel must continue to do individual fitness requirements any time when they are temporarily away from the detachment (e.g. TDY or leave).

★3.4.2. Cadre who fail the physical fitness assessment will work out five days per week in accordance with AFI 10-248 until they can score at least 70 points.

★3.5. Air Force Institute of Technology (AFIT) Students

3.5.1. In accordance with AFI 10-248, AFIT students are required to take the Physical Fitness Assessment.

3.5.2. In accordance with AFIT guidance, AFIT students who are attached to AFROTC Detachments will follow local detachment commander/liaison officer guidance in reference to Physical Fitness Assessments.

STEVEN E. WAYNE, Colonel, USAF
Commander, Air Force ROTC

Attachment 1

GLOSSARY OF REFERENCES AND ACRONYMS

References

AFI 10-248, *Fitness Program*

AETC Supplement 1 to AFI 10-248

Abbreviations and Acronyms.

AFOATS – Air Force Officer Accession and Training Schools

AFROTC – Air Force Reserve Officer Training Corps

FPM – Fitness Program Manager

GSU – Geographically Separated Unit

MPF – Military Personnel Flight

NLT – No Later Than

PCS – Permanent Change of Station

PTL – Physical Training Leader

TDY – Temporary Duty

UFPM – Unit Fitness Program Manager

Terms

Geographically Separated Unit (GSU). For the purpose of this instruction, a GSU is defined as a unit that is fifty (50) miles or more from the host or main operating base that provides support. The host or main operating base is defined as the base where the member's MPF is located.

Physical Training Leader (PTL). A unit member trained to lead unit PT program and oversees and administers unit fitness assessments (1.5 mile timed run, push-ups, and crunches). This is an additional duty and not an AFSC.

Unit Fitness Program Manager (UFPM). A unit member who is responsible to the commander for the unit fitness program. Acts as a liaison between the unit commander and the FPM for matters related to the fitness program. Access to, and experience with, MILPIDS is highly desirable. This is an additional duty and not a primary AFSC.

Attachment 2

SAMPLE WAIVER REQUEST

DEPARTMENT OF THE AIR FORCE
AIR UNIVERSITY (AETC)

5 Dec 04

MEMORANDUM FOR HQ AFROTC/CC

FROM: AFROTC Det 410/CC
University of St. Thomas
2115 Summit Ave
St. Paul MN 55105-1096

SUBJECT: AFROTC Cadre Waiver Request for Inclement Weather

1. In accordance with AFROTCI 36-2024, Det 410 respectfully requests a waiver from conducting outdoor activities between 1 Jan 05 until 1 May 05. Inclement weather and temperatures during this time reach below 50 degrees Fahrenheit and are not conducive to outdoor physical activity.
2. In order to maintain proper physical fitness standards, we have coordinated our unit activities indoors with the base/local fitness center. All safety precautions to include PTL certification and emergency procedures have been accomplished prior to implementation.
3. If you have any questions, my Unit Fitness Program Manager is SSgt Juan, (555) 456-7890.

//signed//jah/5 Dec 04//
JOHN A. HARRISON, Colonel, USAF
Commander, Detachment 410

17 Dec 04

MEMORANDUM FOR AFROTC DET 410/CC

FROM: AFROTC/CC

Request approved/~~disapproved~~.

Eldon J. Smith
ELDON J. SMITH, Colonel, USAF
Commander, AFROTC

cc: AFROTC North East Region/CC
(Supporting Base FPM and or HAWC)